

Minutes of the January 12, 2015 meeting of the Oconee County Library Board of Trustees
4:30 PM, Oconee County Library
Watkinsville

Present: Robert Wyatt, Penny Mills, Kimberly Lowman, Philip Brown, Kasey Gray-Moore, Mark Campbell, Kathy Ames, Lorena Gay-Griffin & Rhea Hébert

Chairman Robert Wyatt determined a quorum was present and called the meeting to order. He thanked everyone for coming and welcomed Kimberly Lowman to her 1st Board meeting. Kimberly introduced herself with a short bio. She has 2 children and used the library a great deal during their childhood. Her husband is a physician and she is a substitute teacher.

Mark made a motion to approve the minutes of the Oct. 2014 meeting, Kasey seconded the motion.

Robert reminded the Board that it is currently two members short. He spoke to Susan Brodrick about returning to the Board but she has 3 young children and is not ready to commit at this time. He also suggested Susan Curtis, former reference librarian at the Science Library as a possible member. Rhea will call her to ask if she is interested. Robert encouraged members to let him know of recommendations for the two vacant seats. The January meeting is when new officers are elected for a two year term. Penny made a motion that Robert continue as Chair, Mark seconded. Mark made a motion to reelect Adam as Vice Chair, Penny seconded. Penny made a motion to ask E.J. Stapler to serve as secretary, Robert seconded the motion.

Rhea reported that Jennifer Gude, Adult Services, has an agreement with UNG faculty and one of their members will present a program for the next few months in their area of expertise.

The Libraries will be closed Monday, Jan. 19th for MLK Day. PINES will upgrade over this weekend and introduce some exciting new features. A Healthcare Navigator will visit the Watkinsville Library Tuesday, Jan. 13th from 10 – 3 to help with Affordable Care forms and questions. She will also visit the Bogart Library Wed. Jan. 21st from noon to 3 PM. Bogart has a new circulation staff member, Lauren Wood. Two new substitutes, Elizabeth Bates and Kayley McCloskey were hired in late Nov. Carpet and upholstery were cleaned at both libraries over the Christmas break.

Programming for Children: Bogart, 13 in Oct, 17 in Nov & 16 in Dec
Watkinsville, 25 in Oct, 22 in Nov & 16 in Dec

There were 14 teen programs in Oct, 9 in Nov & 3 in Dec. Bogart Knit Lits continue their weekly meetings. Ongoing computer classes are well attended. In Watkinsville, classic movies and adult crafts have been a hit.

Kathy is continuing to work part-time until March 4, 2015 when she will leave to spend 3 weeks in India. The new director will be announced Tuesday, Jan. 13th. Varsity Hot Dog Day has been scheduled for Thursday, Jan. 29th at the State Capitol from 11 – 2 PM. All are encouraged to attend. Rhea will reserve an Oconee County car for the trip. Please let her know, 706-769-3951, if you can go. This year's goal is to ask for a \$.35/capita minimum in State funding. Health insurance is expected to increase about \$100/eligible employee. The Talking Books Center will officially become an Outreach Center in July. That means

services will be limited. Kathy asked GPLS to offer training on making an effective "ask" of Commissioners and other funders. Hopefully that will be in place by the end of the month.

Kathy went over the Financial Report. Revenue is at 50.43% and expenditures at 48.35%. Oconee County In-Behalf support is 48.54%. The gift account is healthy after the generous \$23,000 donation of Oconee County Friends from their fall book sale.

Lorena had the results for the User Satisfaction Survey done in November. 74% of the Watkinsville patrons rated our customer service "excellent" & 22% rated it "good". The collection was rated "good". Books were top of the list of what patrons value at the library with children's books coming in 2nd. Bogart got 84% "excellent" rating, 16% "good" on their customer service. The most valued resource in Bogart is the family resources.

Penny Mills made the Oconee Library Friends report. Oconee Friends are responsible for the excellent state of the book budget with their \$23,000 gift. Penny will also plan the local funders informational meeting in late January or early February.

Bogart Friends' year-end report was impressive with their book store opened 503 hours to earn \$880.25. They also hosted the Breakfast with Santa at the Bogart Library.

Old business involved discussion of current committees. Current standing committees are Finance, Personnel, Intellectual Freedom, and the Regional Library Board. Robert suggested formation of a Buildings & Grounds Committee during the Bogart construction. He asked Mark Campbell to serve as chair. Mark agreed. Mark was also asked to serve on the Regional Board to fill out Oconee's seats.

A committee had been asked to look into the feasibility of charging for use of meeting room space. Adam is chair and E.J., Deann and Robert also serve on this committee. They will meet again and have recommendations for the April meeting.

Penny is chair of the committee tasked with organizing the local funders informational event to be held soon. Kasey, Scott and Robert also serve.

New business began with the Intellectual Freedom Committee being asked to look at the current bylaws and determine if updates are necessary. Any suggested changes will be addressed at the April meeting.

There was no other business and the meeting was adjourned at 5:36. The April meeting will be at the Bogart Library, Monday, April 13, 2015 at 4:30 PM.

Respectfully submitted,

Rhea Hébert,
Oconee County Library Manager

OCONEE COUNTY LIBRARY BOARD

NAME/ADDRESS/PHONE	OCCUPATION	APPOINTED BY	TERM EXPIRES
Philip Brown 1030 Apalachee Trace Bishop, GA 30621 706-769-1282 home 706-769-7760 work 706-424-3268 cell <u>pbrown@oconeeschools.org</u>	PRINCIPAL, North Oconee High School	Bd. Of Ed.	Dec 31, 2015
Adam Cain 1281 Windy Creek Dr. Watkinsville, GA 30677 706-310-1004 home 706-548-8668 work 706-206-7310 cell <u>Acain77@yahoo.com</u>	Vice Chair 14-15 <i>Personnel 2014-15</i> ATTORNEY	Bd. Comm.	Dec. 31, 2019
Mark Campbell 1021 Stone Shoals Ct Watkinsville, GA 30677 706-310-9863 home 706-207-8652 cell <u>markcampbellpe@bellsouth.net</u>	<i>Intellectual Freedom</i> 2014-2015 <i>Building & Grounds 2015-2016</i> <i>Regional Board 2015-2016</i> CIVIL ENGINEER	City of Watkinsville	Dec. 31, 2018
Deann Craft 242 Hodges Place Bogart, GA 30622 770-725-7295 home <u>Dusty1ga@yahoo.com</u>	<i>Intellectual Freedom</i> 2014-15 BOOKKEEPER	City of Bogart	Dec. 31, 2016
Susan Curtis 1091 Trailwood DR Watkinsville, GA 30677 706-769-8153 <u>scurtis@uga.edu</u>	<i>Buildings & Grounds</i> 2015-16	Bd. Comm.	Dec. 31, 2019
Kasey Gray-Moore 1421 Beverly Drive Athens, GA 30606 770-653-4477 home 706-546-1422 x. 1120 work 770-653-4477 cell <u>kasey@tag-cpa.com</u>	<i>Finance 2014-15</i> FIRM ADMINISTRATOR	Bd. Comm. (A. Zimmermann's unexpired)	Dec. 31, 2016

Kimberly Lowman 1693 McFall Ct. Watkinsville, GA 30677 770-725-6199 home <u>klmomma@bellsouth.net</u>	<i>Personnel 2015-16</i>	Bd. Comm.	Dec. 31, 2019
Penny Mills 1150 Northwoods Road Watkinsville, GA 30677 706-769-4077 home 706-201-4640 work 770-654-9932 cell <u>pennymills@bellsouth.net</u>	<i>Finance 2014-15</i> <i>Regional Board 2014-15</i>	Bd. Comm.	Dec. 31, 2015
E.J. Stapler 1050 Windy Creek Dr Watkinsville, GA 30677 706-769-6693 home 706-248-4809 cell <u>Estapler1050@charter.net</u>	<i>Personnel 2014-15</i>	Bd. Comm.	Dec. 31, 2016
Robert Wyatt 1090 Apalachee Trace Bishop, GA 30621 706.769.5362 home <u>rewyatt@uga.edu</u>	Board Chair 2014-15 <i>Regional Board 2014-15</i> <i>Ex-officio on each committee</i>	Bd. Comm.	Dec. 31, 2019
	RETIRED UNIVERSITY DEAN		
	RETIRED FEDERAL EMPLOYEE		
	RETIRED UNIVERSITY PROFESSOR		

Board members are appointed for five-year terms by the government agencies.
 Officers and committee members serve for two-year terms.

Revised 4/6/15

as of 1-5-15

OCONEE COUNTY LIBRARY BOARD

NAME/ADDRESS/PHONE	OCCUPATION	APPOINTED BY	TERM EXPIRES
Philip Brown 1040 Brookshire Dr. Bogart, GA 30622 678-661-0031 home 706-769-3575 work 706-424-3268 cell <u>pbrown@oconeeschools.org</u>	PRINCIPAL, North Oconee High School	Bd. Of Ed.	Dec 31, 2015
Adam Cain 1281 Windy Creek Dr. Watkinsville, GA 30677 706-310-1004 home 706-548-8668 work 706-206-7310 cell <u>Acain77@yahoo.com</u>	Vice Chair 14-15 Personnel 2014-15 ATTORNEY	Bd. Comm.	Dec. 31, 2019
Mark Campbell Watkinsville, GA 30677 706-310-9863 home 706-207-8652 cell	Intellectual Freedom 2014-2015 CIVIL ENGINEER	City of Watkinsville	Dec. 31, 2018
Deann Craft 242 Hodges Place Bogart, GA 30622 770-725-7295 home <u>Dusty1ga@yahoo.com</u>	Intellectual Freedom 2014-15 BOOKKEEPER	City of Bogart	Dec. 31, 2016
Scott Gordon 1070 Princeton Lane Watkinsville, GA 30677 706-769-9771 home 706-769-5685 x. 1306 work <u>sgordon@oconeeschools.org</u>	Finance 2014-15 DIR. OF CURRICULUM & INSTRUCTION 6-12 Oconee County School District	Bd. Of Ed.	Dec. 31, 2015
Kasey Gray-Moore 1421 Beverly Drive Athens, GA 30606 770-653-4477 home 706-546-1422 x. 1120 work 770-653-4477 cell <u>kasey@tag-cpa.com</u>	Finance 2014-15 FIRM ADMINISTRATOR	Bd. Comm. (A. Zimmermann's unexpired)	Dec. 31, 2016

Kimberly Lowman

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 770-725-6199 home
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Dec. 31, 2019

Penny Mills

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Finance 2014-15
 Regional Board 2014-15

Bd. Comm.

Dec. 31, 2015

RETIRED
 UNIVERSITY DEAN

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Personnel 2014-15

Bd. Comm.

Dec. 31, 2016

RETIRED
 FEDERAL
 EMPLOYEE

Robert Wyatt

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 706.769.5362 home
rewyatt@uga.edu

Board Chair 2014-15

Bd. Comm.

Dec. 31, 2019

Regional Board 2014-15
Ex-officio on each committee

RETIRED UNIVERSITY PROFESSOR

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Finance 2014-15

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FIRM ADMINISTRATOR

Kimberly Lowman

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Bd. Comm. Dec. 31, 2019

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*Finance 2014-15**Regional Board 2014-15*

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FEDERAL
EMPLOYEE

Robert Wyatt

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Bishop, GA 30621
706.769.5362 home
rewyatt@uga.edu

*Board Chair 2014-15**Regional Board 2014-15**Ex-officio on each committee*

Bd. Comm. Dec. 31, 2019

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Revised 3/16/15

Minutes of the October 11th, 2015 Meeting of the Oconee County Library Board of Trustees
4:30 Bogart Library
Bogart

Present: Robert Wyatt, Phillip Brown, Adam Cain, Deann Craft, Susan Curtis, Kasey Gray-Moore, Rhea Hébert, Kimberly Lowman, Penny Mills, Amy Perry, E.J. Stapler, Lorena Gay-Griffin and Valerie Bell

Chairman Robert Wyatt determined a quorum was present and called the meeting to order at 4:30. He asked for approval of the minutes. Penny noted that the figure for the Friends Group donation to the Summer Reading Program was \$1,200, not \$12,000. Pending the correction the minutes were approved.

Rhea reported that the Oconee Library had a great summer. FY 2015 saw a grand total of 924 library programs with 31,851 attendees. Nicole Oderisi received \$500 in grant money for Georgia Archives Month. She has programs scheduled for each Monday in October for family historians. The half door leading to the children's workroom was replaced with the help of a contribution of \$500 from the Friends Group. The budget is on track for the coming year.

Rhea explained that the Anime Club had one member who was a somewhat older child than the majority of members who are middle school age. There was concern that this older member engaged in some inappropriate touching. Since this member has Asperger's Syndrome a representative from the Extra Special People organization was invited to speak with concerned parties. All seems well now. In the future an upper age restriction will be placed on membership.

Lorena described progress on the Reimagine Your Library campaign. Four billboards promoting the library will go up around Athens. In addition READ posters of local celebrities such as the Classic City Roller Girls, Melvin Davis, Terry Kay and Charles Ivie are being produced. Possible sites for the READ posters were suggested, including the Chamber of Commerce, the Mall, Wal-Mart, Publix, and Oconee Veteran's Park. In Oglethorpe County a large promotional poster is going up on a ball park fence. In Beechwood and University 16 theaters a 15 second library promotion will be played before each movie showing. There will be a Wheel of Fortune at the Friends of the Library booth at the Oconee Fall Festival. Thus far the Reimagine campaign is having success in getting more people to sign up for library cards. There was a 25% increase in August, followed by a 20% increase in September.

Valerie asked if the budget allocations from the cities of Watkinsville and Bogart had been received. Rhea assured her that they had. Valerie announced that the Bogart sewer appropriation was approved. This means that we are on track for the expansion of the Bogart Library if the Legislature approves the building funding. Valerie has asked Kathryn Ames if she would serve as a consultant for the building. While no salary was discussed, Kathryn said she was amenable. Melvin Davis asked for an architect's rendering of the library expansion. This has been commissioned. The Bogart expansion is now 7th on the Board of Regents building list.

Deann reported that the Bogart Friends group raised \$140 at their book sale. The Watkinsville Friends book sale figures were not yet available, but the expectation is that the revenue was down somewhat. Rain deterred attendance at both sales. The Watkinsville Library winter sale will take place February 4-6th.

Rhea presented the Oconee County Library Strategic Plan for 2013-2018. It is an ambitious document with four focus areas: 1) ensuring that children from birth to age five will have programs and services designed to ensure that they will enter school ready to learn; 2) stimulating imagination, reading, viewing and listening for pleasure in residents of all ages; 3) providing public Internet access; 4) ensuring that residents, especially students, will understand how to find, evaluate and use information and succeed in education.

Rhea noted that coverage of library events by local media is good. Facebook likes are up 33%. While the libraries have seen a decrease in computer use, the use of wireless connectivity has soared in the Bogart Library by 59% and 23% in Watkinsville. E.J. suggested that an article should be sent to local media about Zinio and GADD offerings. She also noted that the ability to check out a Kindle merits further promotion. Rhea said that prior to Christmas the Library will host a technology petting zoo for residents to try different kinds of tablets, cell phones, etc.

Valerie announced that GPLS will begin issuing newly designed library cards for kids. E.J. suggested a notice about this be sent to *Athens Parent Magazine*.

Robert asked if there was a motion to permit the Watkinsville Library to close on October 17th during the Oconee Fall Festival. E.J. moved the motion, it was seconded and unanimously approved.

Amy Perry, the Director of Secondary School Curriculum for the Oconee County School District, was welcomed to the Board. Robert noted that there is an unfilled vacancy due to Debbie Wagner's resignation. He asked the Board members to think about people who might be assets to the Board through their associations with the schools or county governance. Penny will reapply for a second five year term.

The Board needs to elect new officers in January. Robert, Penny and Susan will come up with a slate to present to the Board.

The next meeting of the Board will take place on January 11th in Watkinsville.

The meeting adjourned at 5:15.

Respectfully submitted,

Susan Curtis

Oconee County Libraries

Vision Statement: Our vision is to be recognized as the best public library system in Georgia, meeting and anticipating the needs of all our county residents.

Mission Statement: The mission of the Oconee County Libraries is to offer effective and professional service by providing library materials, resources, information, and life-long learning opportunities for the people of Oconee County.

Oconee County Library Board of Trustees

Agenda

October 12, 2015, 4:30 PM

Bogart Public Library

Call to Order

Approval of Minutes of the July 13, 2015 Board Meeting

Public Comments

Welcome new Library Board Member, Amy Perry, representing Oconee County Board of Education

Branch Manager's Report

Regional Director's Report

Friends of the Library Reports

- a. Bogart
- b. Watkinsville

Old Business

- a. Status of Bogart Building Program
- b. Annual Report
- c. Strategic Plan update

New Business

- a. Permission to close Watkinsville Library for Fall Festival, October 17, 2015
- b. Nomination of slate of officers for 2016

Adjournment

Next meeting: Monday, January 11, 2016, 4:30 PM at Oconee County Library

Athens Regional Library System
Regional Services Monthly News Highlights
BRANCH & BRANCH MANAGER:
DATE:

Special News: Marcus Ollivander, son of Jennifer Gude was born Oct. 29th. He weighed 8 lbs. 15 oz. and is sleeping 5 hours a night!

FY 2015 activity stats:

In-house

Bogart - 202 juvenile programs, 26 YA, & 67 adult, 5078 attended

Watkinsville - 291 juvenile programs, 85 YA, & 118 adult, 13,452 attended

Total - 784 programs with 18,530 attending in-house programs

Outreach

Bogart - 103 programs, 9815 attended

Watkinsville - 32 programs, 3506 attended

Total - 135 outreach programs with 13,321 attending

Grand total 924 library programs, 31,851 attending in FY '15

Programming:

- **Children's** Bogart - July - 20 programs, 765 attended
August - 2 programs, 14 attended
September - 16 programs, 311 attended
Watkinsville - July - 31 programs, 2945 attended
August - 13 programs, 796 attended
September - 44 programs, 2389 attended
- **Teen** Bogart - July - 4 programs, 26 attended
August - 1 program, 6 attended
September - 4 programs at Malcomb Bridge Middle School
Watkinsville - July - 11 programs, 189 attended
August - 6 programs, 145 attended
September - 7 programs, 65 attended
- **Adult** - Bogart - July 7 programs, 24 attended
August - 5 programs, 10 attended
September - 6 programs, 15 attended
Watkinsville - July - 8 programs, 171 attended
August - 11 programs, 96 attended
September - 6 programs, 15 attended
- **Events** Bogart - STEM program for all ages, Playing with Memories program for Grandparents' Month

Watkinsville - Rebecca has started a monthly Ukulele Club for all ages, 25 attended the first meeting in September. Diane Barrett gave a program about Harriet Powers' story quilts for Grandparents' Day.

Athens Regional Library System
Regional Services Monthly News Highlights
BRANCH & BRANCH MANAGER:
DATE:

Staff Development:

- **Resignations** Nancy Scott's (circ in WAT) last day was August 27, 2015. She took a full time position with the Vet School at UGA.
- **New Hires** interviewing for 17 hr. circulation position
- **Training** – YA and Children's staff received training from an ESP staff member about Asperger's Syndrome. One of the Anime Club participants behavior has caused some problems and Val suggested the staff get some training about handling his behavior as well as helping the other young adults.
- **Staff News:** Nicole Oderisi wrote and received a \$250 grant for Georgia Archives Month. The other library awarded the grant could not fulfill their responsibilities so Nicole got their portion, too. She is using the \$500 to do more advertising for her series of programs in October (card is included in your packet).

Rebecca Ballard – Hubbard Scholarship winner:

Rebecca Ballard is from Athens, Georgia and is an honor graduate from the University of Georgia with a Bachelor of Arts in Theatre Costume Design. She began working part-time in the Athens Regional Library System in 2005 while working at UGA. Rebecca discovered a passion for librarianship and moved full-time to the Children's Department as quickly as she could, and she enjoys creating new programming that combines literature with music and other creative arts. She is currently pursuing her Master's degree in Library and Information Science at Valdosta State University and plans to continue her work in Youth Services, developing innovative new programming, and teaching workshops to encourage lifelong learning.

Outreach: Posters and book marks were delivered to schools to promote September as Library Card Sign-Up Month.

Facility: The ½ door leading into the children's workroom was pulled off the hinges for the 3rd time. The County decided to rebuild it. They asked the Friends for help with the \$1200 project. The Friends contributed \$500 towards the door. It has been completed and is working well.

Friends of the Library: Bogart Friends had a booth at the Bogart Fall Festival, September 26th. Oconee Friends' Fall Book Sale was held at the Oconee Civic Center, Sept. 24, 25, & 26.

Patron Comments: A new kindergartener came in with her parents to get her first library card. She checked out the books she had chosen and when Jessica gave her the printed list with due dates she grinned and said, "This is my first receipt!"

A family from Venezuela came in to visit the library. They were a bit overwhelmed. Vicki Moore made cards for them and explained that all our resources are free. They had not realized they could take home materials or the programs available for the two children in the family. They left VERY happy!

Oconee County Library Strategic Plan 2013 – 2018

Progress Report: October 2015

Focus Area: Create Young Readers: Early Literacy

Goal 1: Children from birth to age five will have programs and services designed to ensure that they will enter school ready to learn to read, write and listen.

- 1.1 By June 30, 2016, and each year thereafter, 75% of parents of children entering kindergarten will say that library programs and services made a difference in their child's school readiness.
- BOG - 202 in-house programs, WAT - 291 in-house programs – 36% increase
 - Juv circ – BOG 31,328, WAT 116,190 – 71% increase
- 1.2 By June 30, 2016, 500 people will use the library's online resources designed to help them support preschool children in age-appropriate learning.
- Online resources (Zinio; GALILEO; GADD, Learning Express) promoted at events, presentations & classes, 28 computer classes in FY15 – 33% increase
- 1.3 By June 30, 2016, 2000 children will have been served with programming provided off-site by the library.
- 135 outreach programs, 13,321 attending – 15 % increase
- 1.4 Facilities
- Survey @ Bogart Library summer of 2014
 - Building Plan for 5000 sq ft addition & remodel for Bogart Library written, summer 2014
 - Application for State funding for Bogart Library addition submitted, summer 2014. The Bogart project was not funded in FY 2016. Oconee Library Board will pursue funding for FY 2017. Oconee County is in the process of extending County sewer to the Bogart Library in preparation of expansion.

Focus Area: Stimulate Imagination: Reading, Viewing and Listening for Pleasure

Goal 2: Residents will have materials and programs that excite their imaginations and provide pleasurable reading, viewing and listening experiences.

- 2.1 During each year of the plan, circulation of materials from the Oconee County Libraries will increase 3%.
- Monthly book delivery @ Health Dept. for children's clinic
 - Monthly large print/audio delivery @ Oconee Senior Center
 - Added monthly programs to 4 child care centers in FY 2016
 - 2015 circ increased 6.5% at BOG and 2% at WAT

Oconee County Library Strategic Plan 2013 – 2018

Progress Report: October 2015

2.2 By June 30, 2016, and each year thereafter, 13,000 people will attend educational, civic, and cultural events held at the Oconee County Libraries.

- # of public, non-library, events BOG – 58 / 265 attending; WAT – 388 / 4,288 attending
- # of library sponsored events, BOG – 295 / 5078 attending; WAT – 494 / 13,452 attending
- Examples of non-library events: homeowners' assoc, scouts, Relay for Life
- # of partner organizations that regularly use library meeting space: BOG – 2; WAT - 61

2.3 During each year of the plan, the number of registered borrowers with active library cards will increase by 500.

- Flyers distributed @ Watkinsville Farmers' Market, school visits, civic organization meetings, Bogart Fall Festival, Watkinsville Fall Festival & Emergency Preparedness Fair
- 1000 new library cards in FY 2015

2.4 During each year of the plan, the number of patrons accessing the library's social media sources will increase by 2%.

- Good coverage of events by *Oconee Enterprise*, *Oconee Leader*, *Flagpole*, *Athens Banner Herald* & NPR
- Facebook pages updated for Oconee Library, Children's Services, Teen Area & Friends – hits for FY 2015, 1556 likes, up 33%
- Oconee YA staff created Twitter account – 78 followers for FY 2015

Focus Area: Connect to the Online World: Public Internet Access

Goal 3: Residents will have high-speed access to the digital world, with no unnecessary restrictions or fees, to ensure that everyone can take advantage of the ever-growing resources and services available through the Internet.

3.1 Each year of the plan, 60% of public surveyed will state they have sufficient access to public library equipment and network infrastructure.

Band width increased summer 2014

- # of people who use library-provided computers to access the Internet in BOG - 5,890, a decrease of 6%; in WAT – 34,334, a decrease of 3.7%
- # of people to use the wireless connectivity provided by the library in BOG – 1,333, an increase of 59%; in WAT – 7,112, an increase of 23%
- # of checkout of e-devices Kindle-10, MP3-4
- Addition of software to all Online Public Catalogues to improve collection of statistics

Oconee County Library Strategic Plan 2013 – 2018

Progress Report: October 2015

3.2 By June 30, 2016, and each year afterward, 100 people will participate in library-provided computer and other electronic resources training sessions.

- Requests for beginning computer classes have dropped but requests for Windows 8 have increased. The Library purchased an iPad in June of 2015 to provide classes for the many requests that are device specific.
- # of people who participate in public computer use training sessions in-house, BOG – 21, WAT – 78
- Mobile computer lab classes at Bogart Library, 7 classes with 19 attending

3.3 By June 30, 2016, 90% of staff will say they have access to the training they need to do their jobs.

- 75% of staff trained on use of GADD, Zinio, Mango Languages, public scanner & GLASS
- 100 % staff trained in library response to GA Safe Carry Law, Mandatory Reporting of Child Abuse and GALILEO

3.4 By June 30, 2016, 20 people will have participated in off-site computer and/or electronic resource training sessions offered by the library.

- Northeast Georgia Regional Commission provides a Mobile Computer Classroom for monthly visits to the Bogart Library. Library staff member, Eli Wright teaches all classes. In 2015 there was no summer break of the mobile lab as in the previous year. , 7 classes, 19 attended

Focus Area: Understand How to Find, Evaluate and Use Information and Succeed in Education

Goal 4: Residents, especially students, will know when they need information to resolve an issue, answer a question or succeed in school and will have the skills to search for, locate, evaluate and effectively use information to meet their needs.

4.1 During each year of the plan, 75% residents surveyed will say that the library's learning resources for parents, teachers, and students of all ages contributed to meeting personal educational goals.

- Survey of parents and importance of library resources conducted November 2014
The library was rated "Good" to "Excellent" by 77% of those surveyed. Most important services rated were books & other library materials, online services and wifi. The importance of the library to families was rated 2nd after books.
- Electronic database resource classes provided to Homeschool association
- "1000 Books Before Kindergarten" initiative began in April of 2015

Oconee County Library Strategic Plan 2013 – 2018

Progress Report: October 2015

4.2 By June 30, 2016, 75% of those surveyed will say the library provided access to educational materials and resources valuable for educational achievements.

- Count of scheduled studying/tutoring (not library-sponsored), 74 uses for 2015
- Attendance at computer classes increased 33% in FY 15
- The library provides printers, a scanner, copier and 51 public access computers

4.3 During each year of the plan, 50 people will say they have heard that the library provides specific targeted services (such as downloadable books and audio, online resources , assistance to job-seekers, etc.)

- Promotion of events & resources on facebook pages, Twitter, local newspaper articles, NPR & flyers @ events
- Promotion of library resources at community events such as Fall Festivals, History on the Lawn & Farmers' Market

Oconee County Libraries

FY2016

Population
Watkinsville

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
July	16,708	18,382	18,476	20,258	21,716	21,983	23,668	22,064	22,676
August	14,060	15,491	16,431	19,310	17,952	18,697	17,756	18,864	21,889
Sept.	13,767	15,303	16,917	17,418	16,525	16,638	17,528	18,344	19,181
October	14,623	14,347	16,671	16,210	16,554	16,255	17,743	17,932	
November	13,046	13,917	14,765	16,627	15,863	14,830	16,347	16,195	
December	10,294	12,205	12,670	13,908	13,664	13,269	14,926	15,278	
January	13,481	14,308	14,756	15,838	15,828	15,594	16,215	16,870	
February	12,663	14,070	15,108	15,496	16,115	15,674	16,194	16,608	
March	13,139	14,749	16,586	17,636	16,461	16,228	17,964	17,683	
April	13,024	12,659	14,532	15,521	16,337	16,018	16,475	17,677	
May	14,131	15,659	17,042	17,269	19,434	18,495	18,486	18,894	
June	19,627	21,412	23,469	22,635	23,194	22,228	22,311	23,505	
TOTAL	168,563	182,502	197,423	208,126	209,643	205,909	215,613	219,914	63,746

Bogart

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
July	4,276	4,757	4,961	5,264	4,971	5,341	5,206	5,789	4,162
August	3,645	3,619	4,302	4,275	3,912	4,465	4,307	4,293	4,216
Sept.	3,264	3,611	4,643	3,672	3,416	3,976	3,790	4,461	4,638
October	3,295	3,911	4,357	3,937	3,514	4,127	4,502	4,826	
November	3,127	3,178	3,721	3,717	3,525	3,771	3,596	4,364	
December	2,767	2,932	3,324	3,250	3,239	2,719	3,579	3,872	
January	3,141	3,509	3,560	3,597	3,683	3,722	3,627	3,891	
February	3,166	3,668	3,666	3,615	3,700	3,270	3,601	3,817	
March	3,107	3,599	4,102	3,735	3,748	3,471	4,125	4,091	
April	3,385	3,587	3,847	3,479	3,607	3,611	4,412	4,157	
May	3,712	4,002	4,135	3,896	4,591	4,050	4,329	4,494	
June	5,117	5,719	6,357	5,770	5,086	4,665	5,417	5,752	
TOTAL	42,002	46,092	50,975	48,207	46,992	47,188	50,491	53,807	13,016

Attendance
Watkinsville

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
July	17,651	20,029	22,039	19,165	19,827	20,731	20,471	20,729	18,615
August	18,520	19,426	20,089	21,188	17,589	18,187	16,543	15,543	17,251
Sept.	14,936	19,179	22,553	20,012	15,817	17,303	16,025	15,626	17,341
October	17,399	18,126	23,364	20,886	16,394	16,616	14,469	15,781	
November	15,989	16,094	21,811	19,829	14,933	14,532	13,856	13,790	
December	10,933	15,648	15,827	16,077	12,721	11,477	12,340	12,824	
January	15,822	16,767	17,815	18,915	15,928	14,415	14,016	15,020	
February	16,780	17,173	18,027	19,790	15,881	14,718	14,348	15,866	
March	17,832	17,427	18,129	19,005	16,351	15,071	15,828	16,110	
April	17,817	17,506	17,573	19,809	15,158	15,735	15,068	12,803	
May	17,383	16,937	19,368	21,611	18,493	15,796	17,511	15,579	
June	21,456	22,162	20,565	24,561	20,114	18,466	15,623	17,046	
TOTAL	202,518	216,474	237,160	240,848	199,206	193,047	186,098	186,717	53,207

Bogart

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
July	5,176	5,741	6,392	5,356	4,688	4,464	4,584	5,526	4,944
August	4,806	4,931	5,525	5,369	4,543	4,185	2,625	4,104	3,538
September	3,886	4,296	5,882	3,807	3,299	2,396	2,505	4,064	3,589
October	4,548	5,092	5,199	3,499	3,352	3,111	4,269	4,327	
November	5,014	3,845	4,716	3,428	3,500	3,328	3,423	2,754	
December	3,654	3,757	3,708	3,729	2,816	2,723	3,254	2,566	
January	3,830	3,914	4,447	3,627	2,072	3,242	3,095	3,065	
February	4,602	4,206	4,294	4,426	2,578	2,651	3,223	2,808	
March	5,047	4,413	4,924	4,529	3,435	2,852	4,192	2,862	
April	4,949	4,834	4,842	4,486	3,327	3,058	3,644	3,295	
May	4,984	5,169	4,887	4,543	4,077	2,553	4,039	3,289	
June	6,066	6,604	6,627	6,299	4,631	2,731	5,026	4,734	
TOTAL	56,562	56,802	61,443	53,098	42,318	37,294	43,879	43,394	12,071

**E-Books
Watkinsville**

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
July		81	274	406	386	503
August		84	274	404	416	572
Sept.		93	227	312	397	518
October		126	275	331	397	
November		125	257	315	359	
December		171	276	364	388	
January		24	154	337	290	369
February		42	169	329	292	415
March		57	209	201	403	447
April		50	219	243	407	374
May		73	254	360	372	463
June		203	272	367	404	484
TOTAL		449	1,957	3,420	4,300	1,593

**E-Books
Bogart**

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
July		7	42	61	93	115
August		17	41	45	110	83
Sept.		10	33	55	93	129
October		16	35	42	89	
November		11	28	53	101	
December		34	37	56	99	
January		8	21	30	30	83
February		0	38	15	34	87
March		13	26	21	54	72
April		8	46	29	76	74
May		17	40	57	74	116
June		15	32	41	78	93
TOTAL		61	298	409	1,110	327

**Audiobooks
Watkinsville**

	FY2012	FY2013	FY2014	FY2015	FY2016
July	185	143	163	316	375
August	171	148	172	294	369
Sept.	166	116	190	276	348
October	130	112	205	256	
November	190	108	220	248	
December	168	169	173	299	
January	132	160	158	236	
February	157	144	198	241	
March	161	93	241	304	
April	154	132	263	296	
May	138	194	229	309	
June	123	216	253	336	
TOTAL	1,875	1,735	2,465	3,411	1,092

**Audiobooks
Bogart**

	FY2012	FY2013	FY2014	FY2015	FY2016
July	23	45	67	127	126
August	26	48	72	83	105
Sept.	41	40	46	82	112
October	44	30	53	68	
November	45	37	48	82	
December	45	18	66	85	
January	43	41	71	73	
February	37	46	83	105	
March	60	24	88	132	
April	66	40	86	97	
May	37	30	113	91	
June	40	38	95	94	
TOTAL	507	437	888	1,119	343

Computer Use
Watkinsville

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
July	5,295	4,214	3,898	3,554	3,611	3,329
August	5,256	4,395	3,829	3,250	3,032	2,896
Sept.	5,035	3,803	3,472	3,025	2,776	2,701
October	4,752	3,932	3,984	2,940	2,960	
November	4,466	3,492	3,514	2,842	2,394	
December	3,736	2,894	3,111	2,549	2,448	
January	3,841	3,621	4,653	2,712	2,874	
February	4,215	3,478	2,961	2,678	2,705	
March	4,066	3,791	3,076	2,886	2,918	
April	4,598	3,470	3,166	2,874	2,839	
May	4,520	3,554	3,189	2,986	2,720	
June	4,779	3,543	3,298	3,071	3,057	
TOTAL	54,559	44,187	42,151	35,367	34,334	8,926

Bogart

	FY2011	FY2012	FY2013	FY2014	FY2015	FY2016
July	1,221	903	697	593	695	489
August	1,086	838	643	672	598	449
Sept.	1,161	666	502	469	516	314
October	1,000	593	682	709	576	
November	916	575	547	550	474	
December	835	635	475	419	484	
January	769	582	689	574	513	
February	886	556	516	444	379	
March	939	594	459	433	325	
April	882	660	585	367	394	
May	901	676	497	470	403	
June	1,045	689	484	553	533	
TOTAL	11,641	7,967	6,776	6,253	5,890	1,252

Library Cards Added
Watkinsville

	FY2012	FY2013	FY2014	FY2015	FY2016
July		133	119	124	100
August		105	80	77	91
Sept.		98	91	75	74
October		80	66	46	61
November		60	42	41	46
December		56	56	47	47
January		57	58	50	52
February		64	48	53	48
March		66	54	78	44
April		84	59	59	57
May		117	102	89	86
June		129	117	106	96
TOTAL		1,049	892	845	777

Bogart

	FY2012	FY2013	FY2014	FY2015	FY2016
July		25	14	22	39
August		18	16	23	24
Sept.		19	12	20	11
October		5	6	19	21
November		5	7	15	3
December		14	4	18	5
January		11	8	18	14
February		20	6	12	7
March		9	12	24	17
April		14	19	22	24
May		23	36	35	38
June		21	28	30	20
TOTAL		184	168	258	223

No Bookmobile/Outreach

Wi-Fi	FY2012	FY2013	FY2014	FY2015	FY2016
July	286	328	404	302	1,080
August	280	355	415	357	1,163
Sept.	306	422	436	445	1,333
October	303	416	460	490	
November	288	439	435	421	
December	239	326	415	373	
January	395	528	543	604	
February	348	476	528	469	
March	310	456	513	773	
April	320	499	494	940	
May	316	332	468	962	
June	366	428	417	976	
TOTAL	3,757	5,005	5,528	7,112	3,576

Wi-Fi	FY2012	FY2013	FY2014	FY2015	FY2016
July	-	28	31	57	269
August	-	50	34	35	284
Sept.	-	67	35	45	274
October	-	56	23	75	
November	11	35	22	65	
December	9	25	23	71	
January	12	42	36	90	
February	19	26	46	115	
March	20	34	56	117	
April	29	31	29	183	
May	42	17	47	194	
June	31	11	45	286	
TOTAL	173	422	427	1,333	827

FY2015

Oconee County Libraries
July 1, 2014 - June 30, 2015

	Budget	Amount		% of Budget
Revenue:	<u>Amount</u>	<u>Received</u>	<u>Balance</u>	<u>Received</u>
Oconee County Board of Commissioners	381,000.00	95,250.00	285,750.00	25.00%
Oconee County Board of Education	23,900.00	-	23,900.00	0.00% billed 9/15
City of Watkinsville	17,000.00	-	17,000.00	0.00% billed 9/15
City of Bogart	6,500.00	-	6,500.00	0.00% billed 9/15
Transfer from reserve	11,190.00	11,190.00	-	100.00%
Fines and Fees	27,000.00	6,226.21	20,773.79	23.06%
Copy Money	6,500.00	1,917.50	4,582.50	29.50%
TOTAL Actual Revenues Received	<u>473,090.00</u>	<u>114,583.71</u>	<u>358,506.29</u>	<u>24.22%</u>

	Budget	Amount		% of Budget
Expenditures:	<u>Amount</u>	<u>Expended</u>	<u>Balance</u>	<u>Expended</u>
Regional Share	23,000.00	5,750.00	17,250.00	25.00%
Wages/Benefits	414,355.00	106,712.65	307,642.35	25.75%
Books and AV Materials	19,385.00	6,997.64	12,387.36	36.10%
Advertising	293.00	73.29	219.71	25.01%
Computer Equip., software and supplies and maint.	8,282.00	48.59	8,233.41	0.59%
Programming Incentives	434.00	42.05	391.95	9.69%
Copier Maintenance And Lease	2,700.00	958.21	1,741.79	35.49%
Postage	2,000.00	175.00	1,825.00	8.75%
Supplies	2,641.00	777.13	1,863.87	29.43%
TOTAL Actual Expenditures	<u>473,090.00</u>	<u>121,534.56</u>	<u>351,555.44</u>	<u>25.69%</u>

Revenues over (under) expenditures	<u>-</u>	<u>(6,950.85)</u>
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Where's Donna?

Oconee County BOC In-behalf support expenditures:

Through 03/31/2015

Cleaning Services	27,540.00	27,027.60	512.40	98.14%
Repairs and Maintenance	-	362.50	(362.50)	
Communications	4,008.00	1,239.15	2,768.85	30.92%
Bogart Copier	3,000.00	3,745.54	(745.54)	124.85%
Travel	526.00	519.19	6.81	98.71%
Education and Training	400.00	84.00	316.00	21.00%
Contract Labor	-	-	-	
General Supplies and materials	6,100.00	3,685.90	2,414.10	60.42%
Advertising				
Supplies Office	-	240.49	(240.49)	0.00%
Water/ Sewage	1,400.00	1,664.53	(264.53)	118.90%
Furniture/Fixtures		2,850.70		
Natural Gas	5,500.00	2,850.70	2,649.30	51.83%
Electricity	30,200.00	26,059.01	4,140.99	86.29%
TOTAL In-Behalf Expenditures	78,674.00	70,329.31	11,195.39	89.39%
TOTAL In-Behalf and Actual Expenditures	78,674.00	63,378.46	11,195.39	80.56%

Gift Income and Expenses:

Watkinsville

FY16 Beginning Balance in Gift Account	46,697.25
Gifts Received FY16 Watkinsville	65.12
Gift Expenditures FY16 Watkinsville	(1,642.30)
Watkinsville Balance	45,120.07

Bogart

FY16 Beginning Balance in Gift Account	4,998.44
Gifts Received FY16 Bogart	-
Gift Materials Purchased FY16 Bogart	(2,123.63)
Bogart Balance	2,874.81

Fund Equity ("Reserve"):

Fund Equity 07/01/15	89,958.66
Less: Vacation Reserve	(21,015.21)
One Months Operating Expense	(39,424.17)
	29,519.28

Bogart Construction Project

City of Bogart	24,973.50
State of Georgia	24,973.50
TOTAL	49,947.00